



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/15/13

Dawn Albertson
2951 Hwy 22
Muscatine IA 52761

Dear Dawn,

This letter is in regards to the 10/15/13 compliance check of your Level C, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Dawn needs to turn off candle wax warmers during daycare hours. Dawn needs to store/unplug her hair dryer/curling irons during daycare hours.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Dawn needs to place items in upstairs bathroom labeled "Keep Out Of Reach of Children" in higher inaccessible area for children. Dawn needs child lock for basement bathroom cabinet. Dawn needs to store room deodorizer spray in basement passthrough window.

☐ 110.5(1)c The first-aid kit is sufficient to address first aid related to minor injury or trauma and stored in an area not accessible to children.

Dawn needs to have gloves and tweezers in auto first aid kit.

☐ 110.5(1)d Medicines are given only with written authorization from the doctor or parent.

Dawn needs to have written permission from parent on "Medication Consent Log" for child with epi-pen in her care.

☐ 110.5(1)d Medicines are inaccessible to children.

Dawn needs to move aspirin on shelf next to Pack-N-Plays and move medications from basement bathroom medicine cabinet.

☐ 110.5(1)e Electrical wiring shall be maintained.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

Dawn needs to place safety caps in 1 outlet in upstairs bathroom, 1 outlet in kitchen and 1 outlet in hallway near basement door.

☐ 110.5(1)f Combustible materials are kept away from furnaces, stoves, gas dryers, or water heaters.

Dawn needs to move doors, wood, boxes from around the furnace area.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Dawn needs to store dog run fencing, store hose and clean up burn pile. Dawn needs to secure trampoline enclosure, drain pool, store pool ladder, store grill during daycare hours; shorten eavespout tile in front yard and repair or replace ripped plastic tube on Little Tikes playset.

☐ 110.5(1)i An annual laboratory analysis shows satisfactory bacteriological quality if a private water supply is used. Nitrate analysis when children under 2.

Dawn needs to provide documentation that this has been done.

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

Dawn needs to post plan at patio door on main floor and at front door.

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

Dawn needs to show routes for fire and tornado on the plans posted at rear door at basement landing and at basement egress door.

☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.

Dawn needs bigger capacity extinguisher for her main floor and in basement.

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Dawn needs to place detector at the top of her basement steps.

☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov.

Dawn needs to place compliant signs in main floor patio door and in door on landing to basement.

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

Dawn needs to show proof of annual exam for fluffy.

☐ 110.5(1)r If not fenced, both in and aboveground pools must have a cover that meets or exceeds ASTM standards when not in use.

Dawn needs to get safety cover for above ground pool and utilize it when not in use.

☐ 110.5(1)s If children use above ground or in-ground swimming pools:

☐ 110.5(1)s Written permission from the parents is on file.

Dawn needs to obtain separate permission form from parents and place in each child's file.

☐ 110.5(1)s The provider has completed training in CPR for infants, toddlers, and children. Documentation of current certification is on file.

Dawn needs to show documentation of recent course completion.

- ☐ 110.5(1)t Within 12 months of registration or renewal of registration, private sewer or wastewater has been tested for efficient functioning and improper leakage.

Dawn needs to show documentation of this.

- ☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

Dawn needs to show documentation of her procedures on how she would care for mildly ill children that become sick while in her care (prior to their parents coming to pick them up.) as well as existing conditions for children that exclude them from coming to daycare.

- ☐ 110.5(1)v The provider has written policies about responding to health-related emergencies.

Dawn needs to provide documentation of these policies.

- ☐ 110.5(1)w Injury report forms are maintained for any injury requiring first aid or medical care. The forms are completed on the date of occurrence, shared with parents and copies are in the child's file.

Dawn needs to provide evidence that she has these forms if needed.

- ☐ 110.5(2) A provider file is maintained and contains:

- ☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Dawn needs to show documentation of current physical for Dawn, Thelma and proof of immune status for Polio, MMR and dTap for Dawn, Thelma and Jescie.

- ☐ 110.5(2)b Certificates or training verification documentation for:

- ☐ 110.5(2)b Within the first three months of registration:

- ☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

Dawn needs to show documentation of current course completion for Thelma and herself.

- ☐ 110.5(3) Activity Program.

- ☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

See 110.5(1)h.

- ☐ 110.5(8) Children's Files

- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Need updates for N.S., M.R., L.B.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Need updates for N.S., M.R., L.B.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need updates for N.S., M.R., L.B.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need physical for E.P., S.S.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Need school aged health status for H.H., A.H., M.R., L.B.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Need updated physical for N.S.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need updates for N.S., M.R., L.B.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for S.S., Need update for N.S. Need on state form for M.H.

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

Need for T.S., H.H.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need updates for N.S., M.R., L.B. Need for O.B.

☐ 110.5(8)j Injury report forms to document injuries requiring first aid or medical care.

Need to show proof of having these forms if needed.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 12/2/13.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **12/2/13**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).